

CONFIDENTIAL

ORD 1163-64

9 June 1964

MEMORANDUM FOR: Administrative Officer/ORD

SUBJECT : Request for Additional Space in Life Sciences/ORD

1. Pursuant to our recent discussions, it is requested that action be initiated to provide by 15 August 1964, additional space to accommodate [] personnel in Life Sciences/ORD. This space will be used to satisfy []

25X1

2. This situation has resulted from the fact that between now and 15 August, [] professionals will EOD in LS/ORD. In addition, [] applicants are scheduled for personal interviews between now and 15 July 1964, and hopefully, one or more of these individuals will be employed.

3. As you are aware, the present LS/ORD space in room 1D0019 is occupied by [] people, [] professionals and [] secretaries. Remaining space in this area will only accommodate [] of the scheduled [] personnel who will be EODing between now and 15 August, and then only if a "squeezing" action is employed. In view of the rather lengthy lead time to acquire necessary partitions, electrical outlets, telephones, etc., it is recommended that this request be forwarded to the DD/S&T Administrative Staff at your earliest convenience.

[]
SA/DAD/LS/ORD

Distribution:

- Original and 1 - Addressee
- 1 - RBC Memo
- 1 - LS Subject
- 1 - LS Chrono
- 1 - ORD Chrono

LS/ORD [] (9 June 1964)

